

**Kalamazoo Public Library
OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
REGULAR SESSION**

DATE: February 24, 2003

TIME: 4:00 p.m.

LOCATION: Boardroom/Central Library
315 South Rose Street
Kalamazoo, MI 49007

PRELIMINARY BUSINESS

President Brown called the meeting to order at 4:00 p.m.

Roll Call: Trustees present were: Donald Brown, Robert Brown, Loren Dykstra, Lisa Godfrey, Rand Johnson and James Vander Roest. Absent: Doreen Thomas.

I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS

A. Communication

Mr. Amdursky shared a communication with the board from the attorneys representing Dr. and Mrs. Igor Kaps who are in disagreement with the library's policy related to protecting the privacy of minors, specifically not sharing a child's record with his/her parents.

This matter is being reviewed by the board's attorney, will be discussed with library managers and will be brought back to the board for action to revise policy or as information as appropriate.

II. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

III. CONSENT CALENDAR

A. Minutes of the Regular Meeting of January 20, 2003

B. Personnel Items

Cheryl McKenna will retire from the position of Librarian IV, Lead Librarian at Oshtemo/Bookmobile, effective April 1, 2003. Ms. McKenna first joined the staff in 1970 in a student position while in library school at WMU. Over the years she has worked on the bookmobile, at Washington Square and Children's Room, before moving to Oshtemo in 1984. Her last day of work will be March 11.

Pat McKenna will also retire April 1, 2003. Mr. McKenna most recently was Librarian II in Adult Services and at Oshtemo/Eastwood. He joined the staff as a page in 1960; his continuous employment began in 1969. He has held a variety of positions, most notably Young Adult Librarian, for most of his KPL years. February 28 will be his last day of work.

Matthew Church moved into the position of Library Assistant 3, half-time, assigned to Loan and Outreach Services, on February 16, 2003. Mr. Church has been a library aide in that department since August 2000. He is a student at Western Michigan University majoring in education.

Jill Ongley also joined the Loan and Outreach Services staff on February 16, 2003. Ms. Ongley moved from Library Assistant 3 at Oshtemo/Bookmobile to this Library Assistant 4 position. She has held a variety of positions in different departments since first joining the KPL staff in 1975 as a student assistant.

Mr. Amdursky noted that the McKennas have been long-term, loyal staff members and he is sorry to see them leave. We are in the process of filling their positions.

The board accepted the minutes and personnel items as presented.

Disposition:

IV. FINANCIAL REPORTS

A. Financial Reports for the Periods Ending December 31, 2002

Recommendation: Director Amdursky recommended the board approve Financial Reports for the Period Ending December 31, 2002.

MOTION: MR. VANDER ROEST MOVED AND MR. BROWN SUPPORTED APPROVAL OF THE FINANCIAL REPORTS AS RECOMMENDED.

Executive
Summary:

Mr. Amdursky indicated the notes to the reports are straightforward .



Motion carried 6-0.

ACTION ITEMS

V. A. Policy Revision: "Rules of Conduct for Library Use"

Recommendation: The director recommended the board revise the "Rules of Conduct for Library Use" policy as presented.

MOTION: Ms. Godfrey supported and Mr. Vander Roest supported revision of the "Rules of Conduct for Library Use" policy as recommended.

Executive
Summary:

At last month's meeting there was a brief discussion about changing rule #4 to permit patrons to carry and consume drinks with tops in the library. As the board suggested, Mr. Amdursky asked legal counsel to provide appropriate wording to address this matter, which is what is included in the revised policy draft.

Since then, we have been experiencing increased ongoing problems with some patrons related to hygiene issues. The police confirmed our belief that we had nothing within our policy to allow us to confront this problem. Legal counsel developed the language in rule #12 to address this issue. A New Jersey court case upheld a library's right, on appeal, to establish this type of rule.

Legal counsel also suggested we provide clearer evidence of due process for patrons who may be denied access to the library under this policy. Changes to the last paragraph of the policy speak to that concern.

Discussion: Trustees asked the director if there are other unacceptable behaviors that should also be addressed in the policy. Mr. Amdursky said he would ask library managers if there are other problems of a significant level that should be considered for inclusion.



MOTION CARRIED 6-0.

B. "Reading Together"

Presentation: Ms. Joan Hawxhurst, Coordinator for the "Reading Together" program, presented an oral report to trustees on promotion efforts, scheduled community events, and planned evaluation

The response from the community has been enthusiastic. At the outset, organizers felt the program would be successful if 1,000 people participated. It is already clear that number will be exceeded.

Disposition: Trustees received the information and thanked Ms. Hawxhurst for her efforts and the report.

C. Tutor.Com Presentation

Presentation: Mr. Amdursky demonstrated Tutor.Com, an interactive on-line program that provides a live tutor to assist with live homework assistance in science, math, English and social studies, and answered questions about the program from trustees.

Disposition: Library staff will continue to investigate the feasibility of this program.

VI. COMMITTEE REPORTS

A. Finance & Budget Committee
No report.

B. Personnel Committee
No report.

VII. OTHER BUSINESS

A. Directors Report

Mr. Amdursky reported Governor Granholm would visit KPL February 26 for an invitation only event to local business, civic, and community agency leaders to address them and ask for input on impending state budget cuts.

In response to a question about the Envision and SAM computer time and print control products explored at the recent ALA conference, Mr. Amdursky explained that our current system is outdated and will be considered for replacement in May as part of the CIP budget.

There was discussion of the problems KPL and other libraries are having as a result of the bankruptcy of Divine, our former periodical vendor, and what is being done to try to recover money from pre-paid subscriptions. KPL moved early after notification of Divine's default to periodical vendor Ebsco to avoid major gaps in our periodical collection. Various options to ease the problem for libraries are being employed by Ebsco. Susan Maas, acquisitions department assistant, has done an excellent job responding quickly to this crisis and ensuring as smooth a transition with as little loss as possible. The director will keep the board informed on efforts to recover funds paid to Divine.

There was a short discussion of the recent investment in upgraded security equipment and additional cameras installed at Central library and related procedures. Ms. Godfrey suggested that if a privacy policy statement is developed, these procedures might be appropriate for inclusion.

PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

IX. TRUSTEE COMMENTS

Mr. Dykstra asked why Carolin (library catalog) screens in the reference area are so dim and difficult to read. Ms. Steadman, Head of Adult Services, agreed they are difficult to

read and explained they will be replaced as part of the conversion to a new integrated library system this spring.

Mr. Vander Roest suggested trustees join the “Reading Together” program by participating in a discussion of “Fahrenheit 451” following the next board meeting on March 24, then attend the 7:00 p.m. presentation by Dr. Garyn G. Roberts, official biographer for author Ray Bradbury. Dr. Brown agreed to survey trustees subsequent to the meeting to assess interest.

X. ADJOURNMENT

Hearing no objections, President Brown adjourned the meeting of the Kalamazoo Public Library Board of Trustees at 5:37 p.m.

Doreen Thomas, Secretary